

Construction Site Erosion Control & Stormwater Management Permits

WHEN: Proposed land development activity that will expose soil to erosion (grading or filling) or increase stormwater runoff (add rooftops & pavement) and meets any of the following permit thresholds:

- 15 cubic yards excavation and/or fill in the shoreland zone (300' to river/1000' to lake)
- 400 cubic yards of excavation and/or fill in all other areas
- 300 lineal feet of new utility (unless plowed outside of ditch line)
- 3000 square feet disturbed ground for buildings and other grading/structures
- All new "subdivisions" (as defined by local codes)
- All new local road construction
- All sites where at least ½ acre of impervious surface is added to the landscape (rooftops, pavement, etc.)
- Other sites that may cause off-site sediment or stormwater runoff problems (as requested)

Erosion Control
Plan Required

Stormwater Mgt.
Plan also Required

WHY: To minimize water pollution, flooding, and other negative impacts of urbanization on downstream water resources (lakes, streams, wetlands & groundwater) and property owners. Aimed to control soil erosion and sedimentation during construction and manage the discharge of stormwater after an urban development is complete. Pursuant to *Waukesha County Code Chapter 11 – Construction Site Erosion Control & Stormwater Management*.

WHO: The Waukesha County Department of Parks and Land Use - Land Resources Division issues permits. See section 3 for the appropriate staff.

HOW: To obtain a permit, the applicant must prepare erosion control and/or stormwater management plans, as noted above. The contents of these plans depend on the size and complexity of the site. For erosion control plans on sites one acre or less, a short checklist of plan requirements is on the application form. For all stormwater management plans and erosion control plans for larger sites, published check lists and other technical guidelines are available. A submittal must include:

- Signed application (including a list of project contacts)
- **Permit FEE** (see fee schedule in section 7)
- Site map (see checklist)
- Erosion control plan (preliminary or final – see checklist)
- Stormwater management plan (preliminary or final – see checklist)
- Narrative/support materials explaining plan contents & designs, construction sequence, etc.
- Other applicable items, such as a stormwater facility maintenance agreement or performance bond

The county has adopted a policy that requires larger or more complex sites such as subdivision plats to submit preliminary erosion control and stormwater management plans and request a **Preliminary Review Letter** prior to asking for action on a preliminary plat or other zoning approvals. Obtaining conceptual/general review comments on these plans will help facilitate other plan review and approval processes. It also allows the applicant to proceed through those processes without committing the resources needed to complete final engineering designs and construction plans or line up contractors, which are all needed to obtain a permit.

Variance or Appeal

- An appeal of a decision by Land Resources staff must be made in writing and submitted to the Board of Adjustment within 20 days of the date of decision. (Staff will assist you.)

TIME: Staff must approve or deny applications within:

- 10 working days of submittal/resubmittal for sites that disturb 1 acre or less; or
- 20 working days of submittal/resubmittal for sites that disturb greater than 1 acre.

NOTE: Other permits from local, state or federal agencies may also be required. See contacts in section 5.